

St. Mary Parish
Recreation District No. 3
1333 Belleview St.
P.O. Box 635
Patterson, La. 70392
985-395-6552

The Board of Commissioners of St. Mary Parish Recreation Dist. No. 3, met on Monday, August 28, 2023, in the meeting room at the Bayou Vista Community Center, 5:30 p.m.

Members present: Brian Head-Chairman, Lane Boudreaux, Javon Charles, Dr. Jeffrey Fitter, Calvin Johnson, Rachel Kidder

Absent: Eddie Gay

Sec.-Treas., Monica Lestage

The meeting was called to order and all stood for the pledge of allegiance.

Roll call verified all were present, except Eddie Gay.

There were no guests for the budget hearing.

The new office manager Angie Guillotte, was welcomed.

The agenda was amended to include approval of the August 7th special meeting and discuss the office managers work hours, by motion from Lane Boudreaux. With a second from Dr. Fitter, and all in favor, motion carried.

Motion to approve the minutes from the previous meeting was offered by Dr. Fitter. With Rachel Kidder offering a second, and all in favor, motion carried.

Accounts payable was reviewed and approved by motion from Javon Charles, seconded by Dr. Fitter and approved by all. Motion carried.

Javon Charles offered a motion to approve the August 7th minutes of the special meeting. After Dr. Fitter offered a second, and all were in favor, motion carried.

The job description of the Activities Director was discussed. Mr. Head reminded the board that Calley currently works three, 8 hour days, for a total of 24 hours a week. The language was clarified to include 24 hours a week or additional hours, as needed, with approval of the chairman and board. Dr. Fitter made the motion to accept the changes. With a second from Calvin Johnson, and all in favor, motion carried.

Mark Richard informed the board that Miracle Equipment is clear to begin delivering and installing the new playground equipment beginning September 4, 2023. Noah's Ark ran a family of 4, golf special, for \$10.00. Since the temps were extremely hot, it was agreed to extend the "golf for 4 special" for another month. The spray park has closed for the season. Everything in the concession stand has been disconnected from electricity. A request was made to have a large fan or mister installed at the Central Park Pavilion. Rentals remain steady with 1-gym, 1-meeting room, 3-spray park parties, 2-clubhouse birthday parties, 8-batting cage, 3-baseball field, 3-gym practices, 2-girl scouts, 5-gym walkers, 3-Fairview and 1 marquee rental.

Maintenance report: hole 13 bridge at Noah's Ark repaired, shirts ordered (4 each) for outside employees, Agin Cajun cabinet installed, water office A/C repaired, working on splash pad and soft surface, sprinkler heads at central park being run twice a day, due to drought, Southern Telecom checking out cameras at the shed and the receptacles in the dugouts being checked out. Brandon has been a big help with repairs.

The 2022-2023 budget was amended by motion from Javon Charles. After a second from Calvin Johnson, and all in favor, motion carried. The 2023-2024 budget was adopted, after review, by motion from Dr. Fitter. After a second from Lane Boudreaux, and all in favor, motion carried.

Election for the position of Vice Chairman was held. Dr. Fitter made the motion to appoint Lane Boudreaux. With a second from Javon Charles, and all in favor, motion carried.

Signature cards for the banks need to be updated to remove Jackie, whom is retiring, and add Angie Guillotte. The signees will be Brian Head, Lane Boudreaux, Calvin Johnson, Angie Guillotte and Monica Lestage. Dr. Fitter offered the motion for the changes. After a second from Rachel Kidder, and all in favor, motion carried.

After discovering that the proper bid forms and subsequent paper work were not submitted, the original awarding of the bid was rescinded, and agreed to re-bid the project, by motion from Dr. Fitter. After a second from Lane Boudreaux, and all in favor, motion carried. For the capital outlay to be distributed, the St. Mary Parish Rec District No. 3 must enter into an Intergovernmental Agreement with the parish to receive the \$200,000., State of Louisiana, capital outlay funds. A bid tabulation must be submitted to planning in Baton Rouge. After cancelled checks and verifying paperwork is submitted, reimbursement of the funds will be made. A certificate of completion must be submitted at the end of the project. Motion to enter into the agreement was offered by Javon Charles, seconded by Dr. Fitter, and approved by all. Motion carried.

Contract renewal for Dominique was discussed. Assistant DA, Eric Duplantis will be consulted. Motion to table until then was made by Javon Charles. With a second by Calvin Johnson, and all in favor, motion carried.

Immanuel Baptist School inquired about use of the gym, but is no longer needed.

Employee health insurance was discussed. Mark is on his wife's plan. There has been a price increase of \$100. Blue Cross plans for Brandon was reviewed. Angie will be eligible in 90 days. Motion to pay the increase for Mark was approved by motion from Javon Charles, seconded by Calvin Johnson. After all were in favor, motion passed. It was approved to pay the standardized plan for Brandon at a cost of \$673., by motion from Javon Charles. After a second from Lane Boudreaux, and all in favor, motion passed. Angie will check into alternate plans before the group insurance is entered into.

After having part time office staff for quite some time, it was approved for Angie to be in the office between the hours of 7a.m. till 4 p.m., with an hour off for lunch, Monday through Friday. These new hours were approved by motion from Dr. Fitter, seconded by Rachel Kidder, and approved by all. Motion carried.

Motion to adjourn was offered by Rachel Kidder. After a second from Javon Charles, and all in favor, motion carried.



Brian Head, Chairman



Monica Lestage, Sec.-Treas.